

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS  
BOARD MEETING MINUTES  
OCTOBER 3, 2006

A regular meeting of the Board of Certification of Alcohol and Drug Counselors was held at the Division of Occupations & Professions on October 3, 2006.

**MEMBERS PRESENT**

Michael D. Vance, Chair  
Chris Fajardo  
Patrick M. McKiernan  
Terry L. Reams  
William Michael Sewell

**OCCUPATIONS & PROFESSIONS STAFF**

Claude Wagner, Executive Director  
Wendy Satterly, Division Supervisor  
Karen Lockett, Board Administrator

**MEMBERS ABSENT**

Martha Roberts Hardesty  
Jean P. Keen, Vice Chair

**OTHERS PRESENT**

Diane Fleming, Board Attorney

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**CALL TO ORDER**

Chair Vance called the meeting to order at 10:15 a.m.

**MINUTES**

Motion was made by Mr. Fajardo to approve the minutes of the September 5, 2006 meeting. Motion, seconded by Mr. Reams, carried.

**FINANCIAL STATEMENT**

Motion was made by Mr. Sewell to accept the financial statement. Motion, seconded by Mr. Fajardo, carried.

**DIRECTOR'S REPORT**

Mr. Wagner discussed the Record Retention that is in process, Mr. Wagner will present the proposal at the next Board Meeting on December 5, 2006 for the Board to consider. The Board Attorney Diane Fleming made a suggestion that all Board Members to look through their own files to see what needs to stay in the file and what does not during the Record Retention process the Board Members agreed. Mr. Wagner also discussed the change on the Financial report were he has added the break down to percentages.

**COMPLAINTS AND OTHER LEGAL MATTERS-MS. FLEMING**

Complaint # 0501 – Ongoing Motion was made by Mike Sewell to file a notice of Hearing and to have a Hearing Officer present only. Motion seconded by Mr. McKiernan, carried.

Complaint # 0502 – Ongoing – Motion was made by Mr. Sewell for the Board to receive a report from Mr. Schladand. Diane Fleming the Board Attorney will mail out a certified letter.

Complaint #0602 – Ongoing – Motion made by Mr. Sewell to send an Agreed Order by certified mail to settle this matter of self-reported ethics violations. Motion seconded by Mr. Reams, carried.

### **OLD BUSINESS**

The Board reviewed the video tape during the Board Meeting. Motion was made by Mr. Fajardo to purchase the Subtle Boundary Dilemmas from Hazelden. Motion seconded by Mr. Reams, carried.

Mr. Fajardo could not get in touch with Chair Craddock of Fee Base Pastoral. Motion was made by Mr. Sewell not to merg with Fee Base Pastoral at this time and to send letter out to the Fee Base Board. Motion seconded by Mr. Reams, carried.

### **NEW BUSINESS**

#### **APPLICATION REVIEW**

Motion was made by Mr. Sewell to approve all actions taken on applications for certification. Motion seconded by Mr. Reams, carried.

#### **CONTINUING EDUCATION**

Motion was made by Mr. Fajardo to approve all actions taken on applications to provide continuing education for the following: 10.3.2006, Motion, seconded by Mr. Reams, carried.

#### **TRAVEL**

Motion was made by Mr. Reams for approval of travel for today's meeting. Motion, seconded by Mr. Sewell, carried.

#### **NEXT MEETING**

December 5, 2006

#### **ADJOURNMENT**

Being no further business to come before the Board, the meeting adjourned at 12:30 p.m.

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Approved